



## **Allenstown Sewer Commission**

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### **TOWN OF ALLENSTOWN Sewer Commission 35 Canal Street Allenstown, NH 03275 December 14, 2021**

#### **CALL TO ORDER**

The Allenstown Sewer Commission meeting of December 14, 2021 was called to order by Chair James Rodger at 4:00 p.m.

#### **ROLL CALL**

Present on the Board: Jim Rodger, Chairman, David Bouffard, Commissioner (Alan Turcotte, Commissioner excused)

Present from the audience: Jeff Backman, Superintendent; Russell McMahon, Operations Foreman, Jaye Wallace, Administrative Assistant, Michael Trainque, Hoyle Tanner and Associates, Inc.(delayed)

#### **PLEDGE OF ALLEGIANCE**

Chair Rodger called for the Pledge of Allegiance.

#### **Meeting with Consultants**

##### **Meeting with Bob Hayden of Standard Power (scheduled for 5:00 pm)**

- **Jaye Wallace, Administrative Assistant**

Jaye Wallace presented the 2021 Sewer Warrant in the amount of \$28,011.91 for signature. Commissioner Bouffard motions to accept the 2021 Sewer Warrant. Chair Rodger seconds the motion. Motion passed. Chair Rodger and Commissioner Bouffard signed the Sewer Warrant.

- **Hoyle Tanner and Associates, Inc.**

Michael Trainque reviewed the status of the punch list remaining for the Suncook Pond Pump Station, and stated he will distribute an updated list once he receives it. He reviewed some examples of things that are still on the punch list.

Michael Trainque reviewed the Conceptual Design and cost of the clarifier project. A technical memorandum was presented on the screen, reviewing the design, cost and placement options. Superintendent Backman stated that in the meantime, he believes are eligible for ARPA Grant funding

for design with the amount of about \$225,000. Jeff also stated the if the board wanted to pursue this funding, we would have to act quickly and have a warrant article drafted and appear before the Budget Committee on Thursday night for recommendation. Michael Trainque has already drafted the warrant article. Mr. Trainque reviewed how the grant works, and the eligible funding towards this project. Commissioner Bouffard asked how the funding and balance would be split between Allentown and Pembroke. Jeff stated that is a grey area but the balance would be split between both towns proportionately through flow. He believes this is the best time to get this planning done if we want to get a chance at the infrastructure money, which will begin to be disturbed in September 2022, we should have a plan that is ready at that time. Commissioner Bouffard reviewed Plan 1 A with Superintendent Backman. Jeff states that we do have the funds available and it would be a zero-dollar tax impact and a zero-dollar sewer impact. Jeff stated that he spoke to Debbie Bender, the Town Finance director regarding what would happen if the Warrant Article was voted down. He states that Ms. Bender believes it would depend on the exact wording of the article and she will run it by the Town Administrator. Chair Rodger reviews the total cost of the project, and the funding available. Jeff states the final cost \$4,944,000.00 without engineering costs. Mr. Trainque stated that he spoke to NHDES and the design and engineering services is an eligible cost to be put into the State Revolving Loan. Commissioner Bouffard motions to approve the Warrant Article draft for engineering phase one of the clarifier project. Chair Rodger seconds the motion. Motion passed. Jeffrey Backman states that the draft could be amended to add the zero-impact on tax dollars. Mr. Trainque stated that he added a footnote that the project has already been approved for 30% grant funding and 10% forgiveness on the loan principal.

## **OLD BUSINESS**

- **NPDES Permit**

Superintendent Backman we have received our new Individual National Pollutant Discharge Permit last week. Jeff reviewed the changes on the new NPDES permit that becomes effective on 2-1-2022. He states that there was a total of 6 changes. Some significant changes were the monitoring timeframe for testing phosphorus changed from year-round twice a month to seasonally twice per month. The seasonal testing will be done between April 1 – October 31<sup>st</sup>. Pembroke will be a responsible party instead of a co-permittee on the final permit and will be a responsible party for their collection system which includes monitoring and PFAS monitoring. A significant change was the elimination of aluminum limit and that includes the removal of the three-year compliance schedule and annual reporting requirements. Mr. Backman states he feels pretty good about the new permit. Commissioner Bouffard stated that Mr. Backman did an outstanding job on the permit.

## **NEW BUSINESS**

- **Review Expenditure Report**

Superintendent Backman presented the 2021 expenditure report to the board. He stated as of December 9, 2021, we have 13.17% left of the 2021 budget, and around \$300,000.00 left in revenue. This was presented to the board for review. Commissioner Bouffard motions to approve the 2021 Expenditure Report as presented. Chair Rodger seconds the motion. Motion passed.

- **De-watering system and improvements**

Superintendent Backman presented options to replace our Penn Valley de-watering sludge pumps. He states that the current pumps we use were purchased used from the City of Manchester around 2004. Jeff explains that the pumps are fair condition for their age, and the main concern with them is the water hammer that is created during operation. The Penn Valley Pumps have a limiting factor at 35 gallons per minute. The Seepex pumps can be run at 50 gallons per minute per press without the associate water hammer. Jeff explains that due to that water hammer there is a lot of ongoing maintenance of the current pumps and he thinks it time to look for something new. The quote for pumps were presented to the board from Aqua Solutions. Jeff states the initial quote for three pumps was \$40,680.00. Jeff explained that he asked the rep to sharpen his pencil on this and it was too much. The quote was then revised to \$37,600.00. Jeff presented a video of the pumps and the simplified maintenance with the new pumps. Jeff also states that we would be doing the install as well. Commission Bouffard motions to approve the purchase of 3 Seepex pumps in the amount of \$37,600.00. Chair Rodger seconds the motion. Motion passes unanimously.

- **Bob Hayden of Standard Power teleconference:**

Mr. Hayden presented a power program that would be financially beneficial to local hydro facilities. This program includes facilities above one megawatt. He explained that Governor Sununu signed a bill changing this from one megawatt to five megawatts. This opens the opportunity to add the Allenstown Sewer Commission to the program. It would reimburse the commission half a cent per kilowatt hour used at this facility. The current records reflect that the plant uses 1,400,000 kilowatt hours per year which would be an annual reimbursement of around \$7,000.00. Mr. Hayden offered the contract for one year to participate and a longer contract can be offered, as well. Commissioner Bouffard motions to approve the Default Service Reimbursement Agreement. Chair Rodger seconds the motion. Motion passed. Contract was signed by the board members.

### **Correspondence and other business**

- **November 2021 Hauler Invoice Summary Report**

Superintendent Backman presents the November 2021 Hauler Invoice Summary Report for approval in the amount of \$191,745.97.

Motion to approve the September 2021 Hauler Invoice Summary Report in the amount of \$191,745.97 by Commissioner Bouffard. Motion seconded by Chair Rodger. Chair Rodger requests a roll call. Motion passed unanimously.

- **Approve October 2021 Sewer Adjustment Journal**

Superintendent Backman presents the November 2021 Sewer Adjustment Journal in the amount of \$-523.75. Motion to approve the October 2021 Sewer Adjustment Journal in the amount of \$-523.75 by Commissioner Bouffard as prepared. Motion seconded by Chair Rodger. Chair Rodger requests a roll call. Motion passed unanimously.

- **Review November 2, 2021 Minutes**

Superintendent Backman presents the November 2, 2021 minutes for review and approval as prepared. Commissioner Bouffard stated he was not present at the meeting. The discussion was tabled.

- **Review November 9, 2021 Minutes**

Superintendent Backman presents the November 9, 2021 minutes for review and approval as prepared. Motion to approve the November 9, 2021 Sewer Commission Meeting Minutes by Commissioner Bouffard. Motion seconded by Chair Rodger. Chair Rodger requests a roll call. Motion passed unanimously.

- **Review any other business with Superintendent and Operations Foreman**

Superintendent Backman reviews previous appreciation gestures for the staff, during the holidays and asked the board if they would consider some form of bonus for the staff. There was discussion of different forms of gifting. Commissioner Bouffard motions to approve a 200.00 gift certificate go to each employee. Chair Rodger seconds the motion. Motion passed.

- **Non-Public Session in accordance with the provisions of RSA 91-A:3, II (a)**

Motion to go into Non-Public Session in accordance with the provisions of RSA 91-A:3, II (c) was made by Commissioner Bouffard. Chair Rodger seconds the motion. Motion passed unanimously. Board enters Non-Public Session at 5:15 PM

Commissioner Bouffard motions to come out of Non-Public Session in accordance with the provisions of RSA 91-A:3, II (a). Chair Rodger seconds the motion. Motion passed. At 5:25 PM

Commissioner Bouffard motions to seal the minutes of the Non-Public meeting. Motion seconded by Chair Rodger. Motion passed. Chair Rodger calls for a roll call. Motion passed unanimously.

- **Review any other business with Superintendent and Operations Foreman**

Superintendent Backman states that the generator fuel pump was rebuilt and put back in last week. Mr. McMahon reviewed the sewer line jobs which were completed and the upcoming streets which are scheduled to be lined. Jeff stated he was still waiting on the transfer switch and he solicited two quotes for a transfer switch for River Road. One quote came back. He stated it was roughly \$17,000.00 which is within his spending limit. Jeff would like to put it in to the expenditure report as the end of the year gets closer.

- **Motion to adjourn**

Commissioner Bouffard motions to adjourn the meeting. Chair Rodger seconds the motion.  
Chair Rodger calls roll. All in favor.

Meeting adjourned at 5:28.

**Document Approval**  
**Allenstown Sewer Commission**

James Rodger, Chairperson	<u>James Rodger</u>
Alan Turcotte, Commissioner	<u>Alan Turcotte</u>
Dave Bouffard, Commissioner	<u>David Bouffard</u>

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## Document History



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**02 / 14 / 2022**

14:24:12 UTC

Sent for signature to James Rodger (jrodger@allenstownnh.gov), Alan Turcotte (aturcotte@allenstownnh.gov) and Dave Bouffard (dbouffard@allenstownnh.gov) from jbackman@allenstownnh.gov  
IP: 173.13.111.25



VIEWED

**02 / 14 / 2022**

20:26:12 UTC

Viewed by Dave Bouffard (dbouffard@allenstownnh.gov)  
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**02 / 14 / 2022**

20:27:19 UTC

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**02 / 19 / 2022**

00:26:25 UTC

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**02 / 19 / 2022**

00:26:45 UTC

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## Document History



**02 / 19 / 2022**  
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**02 / 19 / 2022**  
19:15:59 UTC

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